



Photography/Filming Permit Application

All commercial filming, including still photography and taping in the City of Riverside, requires a permit issued by the City. Exemptions/Waivers include films or photographs made: (1) solely for private or family use; (2) for use in criminal investigations or civil proceedings; (3) for news purposes; (4) for charitable purposes; and (5) for CATV program development for the government educational and public access channels, educational filming activities. In addition, still photography that does not impede/utilize public or private property (including public streets and rights-of-way) or impede access to public or private property does not require a film permit. Public Works will issue the film permit. Applications for Film Permits can be requested by contacting the Development Department at the following address:

City of Riverside-Development Department
3900 Main Street, Fifth Floor
Riverside, CA 92522
1-800-RIV-SIDE • FAX (909) 826-5744

Date:	_____	Applicant Name:	_____
Production Dates:	_____	Telephone:	_____
Project Title:	_____	Mobile Telephone:	_____
Company:	_____	Fax:	_____
Address:	_____	Location Manager:	_____
	_____	Telephone:	_____
	_____	Mobile Telephone:	_____
Company Telephone	_____	Fax:	_____
Company Fax:	_____	Non-Profit:	<input type="checkbox"/> No <input type="checkbox"/> Yes
		Non-Profit ID No.:	_____

Must submit copy of determination letter

Production Types: ☐ Still Photography ☐ TV Commercial ☐ TV Movie ☐ TV Episodic ☐ Feature Film
☐ Music Video ☐ Corporate Video ☐ Educational ☐ Other: _____

Total Personnel: _____ Vehicles/Equipment: _____

Equipment Detail: *Please supply exact number* ☐ Generators ☐ Cars ☐ Trucks ☐ RVs ☐ Other

Film Permit Fee: \$100.00 per production (non-refundable) or Business Tax Certificate.

Performance Bond: A faithful performance bond may be required to ensure cleanup and restoration of the site.

Additional Fees: Fees will be charged to cover expenses to the City for personnel, equipment, and vehicle expenses incurred by the City to assist a film project. The fees will reflect actual costs to the City. A deposit may be required in advance. If public property is to be used, including streets and rights of way, a \$50 per day fee will apply.

Since fees paid in advance are only an estimate, the final costs will generally differ. Over-payments will be refunded and under-payments will be billed within thirty (30) days of the final day of shooting and are due and payable within thirty (30) days of billing date.

Insurance:

Permittee shall provide the City with evidence of Workers' Compensation Insurance and General and Auto Liability Insurance with combined single limits of \$1,000,000. **The City of Riverside, its officers and employees, shall be named as additional insureds on all liability policies.**

Location Shoot Specifics:

Date	Time	Location, Address and Activity	Prep/Film/Strike

If private property is being used, list owners name, address & telephone number

Traffic:

If filming is planned on City street(s) and or City/County property, please submit a site plan showing location(s) of cast, crew, vehicle(s), and the route to be traveled (if a street, sidewalk, or road closure is involved, you need a street opening permit).

____ Site plan attached ____ Site map will be submitted by time: _____ and date: _____

If filming is to take place on City streets, please describe planned arrangements for temporary restrooms and removal of refuse generated by your production. (Add additional sheets if needed)

Describe plan: _____

____ Yes ____ No Will you be using pyrotechnics (fireworks) or explosives?
 If yes, please attach detailed information about the specific plan.
 Pyrotechnician: _____ License No. _____
 Telephone: _____ Mobile: _____ Fax: _____

____ Yes ____ No Will you be using hazardous materials? If so please list:

____ Yes ____ No Will you be using animals? If so, how many and what type?

____ Yes ____ No Will you be using tents over 200 square feet?

____ Yes ____ No Will you be using canopies over 400 square feet?

____ Yes ____ No Will you be utilizing any aerial stunts or elements in your shoot?
 If yes, please attach details of any aerial stunts that will be used.

____ Yes ____ No Will you be filming on private property?

____ Yes ____ No Do you require parking?

Permittee agrees to all the terms and conditions of this permit including provisions listed at the bottom of this form and any attachments.

 Company Representative (Print)

 City Representative (Print)

 Company Representative (Signature)

 City Representative (Signature)

Permittee waives all claims against the City, its officers, agents and employees, for loss or damage caused by, arising out of or in any way connected with the exercise of this permit, and Permittee agrees to hold harmless, indemnify and defend the City, its officers, agents and employees, from any and all loss, damage or liability which may be caused by, arising out of or in any way connected with the exercise by Permittee of the rights hereby permitted. • The City shall have the privilege of inspecting the premises covered by this permit at any or all times. • This permit shall not be assigned. • The City may terminate this permit at any time if Permittee fails to perform any provision herein. • Permittee hereby agrees that it, its officers, agents and employees, in the performance of this permit, shall act in an independent capacity and not as officers, employees or agents of the City. • No alteration or variation of the terms of this permit shall be considered valid unless made in writing and approved by the City. • Permittee will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, sex, age, national origin, or physical handicap. • The Permittee hereby agrees to comply with all the rules and regulations of the facility or institution subject to this permit. • Permit must be kept on site at all times.